

North Fork Rancheria Indian Housing Authority  
57907 Old Mill Site Court  
North Fork, CA 93643  
(559) 877-7360

Board of Commissioners Meeting Minutes  
January 8, 2020  
5:00 pm

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Commissioners Present

Thomas Galt  
Bobby Hale  
Richie Cline  
Christopher Aguirre  
Shannon Wentworth  
Elaine Fink  
Katrina Guitierrez  
Jacquie Van Huss (Telephone)

Commissioners Absent

Staff

Paul Irwin  
Debora Kerns Barba

Guests

Katie Hobbs  
Shenandoah Hobbs

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A. **CALL TO ORDER:**

Thomas Galt called the meeting to order at 5:05 pm.

B. **ROLL CALL AND QUORUM DETERMINATION:**

Roll was called and it was determined that a quorum was present.

C. **APPROVAL OF AGENDA:**

Katrina Guitierrez motioned to approve the agenda with the following changes:

- Moving item H(2) to H(1), and item H(1) to H(2).

Bobby Hale seconded, and the motion carried 8/0/0.

D. **APPROVAL OF MINUTES 12/17/2019:**

Bobby Hale motioned to approve the 12/17/19 meeting minutes, Richie Cline seconded, and the motion carried 6/0/2. Shannon Wentworth and Elaine Fink abstained.

E. **REPORTS:**

(1) **Director:**

i. **2017 ICDBG – Sierra Mono Museum:**

The director reported that interior paint is complete, the exterior paint is 75% complete, and gutters are 50% complete. FRP panels have been installed in the

restrooms and plumbing was purchased. Wood slab for the reception counter has been ordered.

ii. **2019 IHBG Competitive Funding Application:**

The director reported that the funding agreement was received yesterday and has been returned. A contract has been prepared by the engineer who was previously procured. The director requested BOC approval for the engineering contract in the amount of \$350,140.00, which was included and funded by the IHBG Competitive grant.

Bobby Hale motioned to approve the engineering contract for the 2019 IHBG competitive grant in the amount of \$350,140.00, Richie Cline seconded, and the motion carried 8/0/0.

iii. **2019/2020 ICDBG Application:**

The director reported that he held a grant application scoping meeting on January 8th with Madera County representatives, members of Tribal Council, and members of the North Fork Volunteer Fire Department Auxiliary. The need for a fire station living quarter, sheriff substation, and EMS substation was expressed. The director will be coordinating with the County to get necessary justification data and letters, and will be reviewing needs, budget, and determining the total amount of space that can be provided. A public meeting will be required as part of the application and the director is considering Thursday, January 23<sup>rd</sup> at 5pm. The grant application will be the director's top priority until February 3<sup>rd</sup>.

iv. **Visit Yosemite/Madera County – 2019 Tourism Improvement Grant:**

The director reported that the monument was delivered today by the manufacturer. The crew will be installing the monument pending the completion of hydro seeding and pending weather.

v. **Fire Station Drainage:**

The director reported that we are progressing on the fire station drainage ditch, and our crew has been working on putting down underlayment and rock in anticipation of rain.

vi. **GSA Xcess:**

The director reported that we are scheduled to pick up the two free vehicles that we are obtaining through GSA Xcess, and will be picking up from the Bureau of Reclamation in Folsom next Tuesday.

vii. **Playground:**

The director reported that the playground is complete and presented photos. The director reported that crosswalks will be painted and signage installed pending weather.

(2) **Chairperson:**

(3) **Other:**

F. **NEW BUSINESS:**

**G. OLD BUSINESS:**

**H. EXECUTIVE SESSION:**

Richie Cline motioned to go into executive session at 5:34 pm, Christopher Aguirre seconded, and the motion carried 8/0/0.

- (1) [REDACTED]  
Tenant and guest appeared before the BOC regarding eligibility determination. The BOC affirmed its decision, and requested the director to issue a letter.

Elaine Fink recused and exited at 5:35pm, and re-entered following the agenda item.

- (2) [REDACTED]  
The director reported that the tenant has vacated the unit. The project manager will prepare a scope of work and notices will be issued by staff as necessary.

- (3) [REDACTED]  
The director provided an update on window quotes and that a selection will be made within the director's authorization limit.

- (4) [REDACTED]  
The director reported the approval of non-low emergency rental assistance.

- (5) [REDACTED]  
The BOC reviewed an appeal letter on a waiting list determination, and the applicant will be placed back on the two-bedroom list.

- (6) Waiting List:  
Tabled.

- (7) Policies:  
Tabled.

Bobby Hale motioned to come out of executive session at 6:37 pm, Richie Cline seconded, and the motion carried 8/0/0.


**I. NEXT MEETING:**

January 22, 2020 at 5:00 pm.

**J. ADJOURNMENT:**

Bobby Hale motioned to adjourn at 6:40 pm, Christopher Aguirre seconded, and the motion carried 8/0/0.

MINUTES TRANSCRIBED BY:

  
Bernice Polkenhorn, NFRIHA Office Assistant

**COMMISSIONER APPROVAL**

At a meeting of the Board of Commissioners of the North Fork Rancheria Indian Housing Authority, called and convened on the 5<sup>th</sup> day of February 2020 at which a legal quorum was present, these minutes were approved as written by a vote of 8 for, 0 against, and 0 abstaining.

Rick Clive

Commissioner

2-5-2020

Date

Don Davis

Commissioner

2-5-2020

Date